

अण्डमान तथा
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निकोबार राजपत्र
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No. 53, Port Blair, Tuesday, March 2, 2010

ANDAMAN & NICOBAR ADMINISTRATION
DR. BR AMBEDKAR GOVERNMENT POLYTECHNIC
PAHARGAON, PORT BLAIR

NOTIFICATION

Port Blair, dated the 2nd March, 2010

No. 49/2010/F. No. 9-26/2009/D. IV.—In exercise of the powers conferred by proviso to Article 309 of the Constitution of India read with the Government of India, Ministry of Home Affairs, Notification No. U-14939/2/83-ANL dated 21.02.1985 and with the approval of UPSC vide their letters (i) No. F. 3/30(2)/2005-RR dated 01.09.2009 and (ii) No. F. 3/30(2)/2005-RR dated 07.12.2009, the Hon'ble Lieutenant Governor (Administrator), Andaman and Nicobar Administration, hereby makes the following rules regulating the method of Recruitment to the post of "Head of Department (Civil/Electrical/Mechanical/Electronics/Hotel Management)" in the establishment of Dr. B.R. Ambedkar Govt. Polytechnic/Second Govt. Polytechnic, Andaman and Nicobar Administration, namely :-

1. Short Title and Commencement:-

- i. These rules may be called the Andaman and Nicobar, Dr. B. R. Ambedkar Govt. Polytechnic, Head of the Department, Recruitment, Rules, 2010.
- ii. They shall come into force on the date of their publication in the Official Gazette.

2. Number of Posts, Classification and Scale of Pay:-

The number of the said posts, its classifications and scale of pay attached thereto shall be as specified in paras 2 to 4 of the Schedule annexed to these rules.

3. Method of Recruitment, Age limit and other Qualifications:-

The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in paras 5 to 15 of the attached Schedule - I.

4. Disqualification:-

No person,

- (a) who has entered into or contracted a marriage with a person having a spouse living, or
- (b) who, having a spouse living has entered into or contracted a marriage with any person; shall be eligible for appointment to the said post :

Provided that the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for as doing so, exempt any person from the operation of this Rule.

5. Power to Relax:-

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient so to do, he may, by order and for the reasons to be in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. Saving:-

Nothing in these rules shall affect the reservation, relaxation regarding age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

By order and in the name of the Lieutenant Governor,

Sd/-

**(M.A. Quddoos)
ADMINISTRATIVE OFFICER**

SCHEDULE
RECRUITMENT RULES FOR THE POST OF HEAD OF DEPARTMENT IN DR. B.R. AMBEDKAR
GOVT. POLYTECHNIC/SECOND GOVT. POLYTECHNIC, PORT BLAIR

1.	Name of the Post	Head of Department (HOD) (Civil, Electrical, Mechanical)
2.	No. of Post	03 (three) (Subject to variation dependent on work load) HOD(Civil) : 1 post HOD(Electrical) : 1 post HOD(Mechanical) : 1 post
3.	Classification	General Central Services Group "A", Gazetted, Non-Ministerial
4.	Pay Band & Grade Pay/Pay Scale	PB-4 Rs. 15600-39100 with Grade Pay of Rs. 7600/- [Rs. 12000-18300/- (Pre-Revised)]
5.	Whether selection post or Non-selection post	Selection
6.	Whether the benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972	No
7.	Age limit for direct recruitment	Not exceeding 50 years (Relaxable for Govt. Servants up to 5 years in accordance with the instructions or orders issued by the Central Govt.) Note :- The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladak Division of J & K State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.
8.	Educational and other qualifications required for direct recruits	Essential:- (i) Master's Degree in appropriate branch of Engineering /Technology with first class at Master's or Bachelor's level; And (ii) Five years experience in teaching/ industry/ research at the level of Lecturer or equivalent. Note 1. Qualifications are relaxable at the discretion of the UPSC, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note 2. The qualification(s) regarding experience is relaxable at the discretion of the UPSC, for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if any at any stage of selection of the UPSC is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.

		Note 3. Candidates from Industry/Profession with a Bachelor's Degree in appropriate branch of Engg./Technology and with recognized professional work equivalent to Master's degree in the case of Engg./Technology and five years experience will also be eligible for the post of Head of Department.
9.	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotions	Age: No Educational Qualification: Yes
10.	Period of probation, if any	02 years for Direct Recruits
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods	Promotion failing which by deputation (ISTC) failing both by Direct Recruitment
12.	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made	<p>Promotion: Lecturer in the scale of pay of Rs. 8000-13500 with ten years of regular service in the grade</p> <p>Note:- Where juniors who have completed their qualifying/eligibility service are being considered for promotion. Their senior would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation (ISTC):- Officers of the Central/State Govts./U.Ts recognized Polytechnics/Educational Institutions: (a) (i) Holding analogous post on regular basis in the parent cadre/department; OR (ii) With 5 years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 10000-15200 or equivalent in the parent cadre/department; AND (b) Possessing the educational qualification as prescribed for direct recruits in para 8.</p> <p>The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationist shall not be eligible for consideration for appointment for promotion.</p> <p>Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Govt. shall ordinarily not to exceed 5 years. The maximum age limit for appointment by Deputation (ISTC) shall be not exceeding 56 years as on the closing of the date of receipt of the applications</p>

13.	If a DPC exists, what is its composition ?	Group 'A' DPC (for promotion): 1. Chairman/Member, UPSC - Chairman 2. Chief Secretary, A&N Admn. - Member 3. Secretary (Edn), A&N Admn. - Member 4. Principal, Govt. Polytechnic - Member Group 'A' DPC (for confirmation): 1. Chief Secretary, A&N Admn. - Chairman 2. Secretary (Edn), A&N Admn. - Member 3. Secretary (Law), A&N Admn. - Member 4. Principal, Govt. Polytechnic - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with the UPSC necessary while making direct recruitment and appointing an officer on deputation
15.	Job Description of the Post	Duties and Responsibilities is enclosed

SCHEDULE

RECRUITMENT RULES FOR THE POST OF HEAD OF DEPARTMENT IN DR. B.R. AMBEDKAR GOVT. POLYTECHNIC/SECOND GOVT. POLYTECHNIC, PORT BLAIR

1.	Name of the Post	Head of Department (Electronics)
2.	No. of Post	01(one) (Subject to variation dependent on work load)
3.	Classification	General Central Services Group "A", Gazetted, Non-Ministerial
4.	Pay Band & Grade Pay/Pay Scale	PB-4 Rs. 15600-39100 with Grade Pay of Rs. 7600/- [Rs. 12000-18300/- (Pre-Revised)]
5.	Whether selection post or Non-selection post	Selection
6.	Whether the benefits of added years of service admissible under Rule 30 of CCS (Pension) Rules, 1972	No
7.	Age limit for direct recruits	Not exceeding 50 years (Relaxable for Govt. Servants up to 5 years in accordance with the instructions or orders issued by the Central Govt.) Note :- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladak Division of J & K State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.
8.	Educational and other qualifications required for direct recruits	Essential:- (i) Master's Degree in appropriate branch of Engineering /Technology with first class at Master's or Bachelor's level; And (ii) Five years experience in teaching/ industry/ research at the level of Lecturer or equivalent.

		<p>Note 1. Qualifications are relaxable at the discretion of the UPSC/SSC, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.</p> <p>Note 2. The qualification(s) regarding experience is relaxable at the discretion of the UPSC/SSC/Competent Authority, for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if any at any stage of selection the UPSC/SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> <p>Note 3. Candidates from Industry/Profession with a Bachelor's Degree in appropriate branch of Engg./Technology (Master's Degree in the case of Humanities and Science) and with recognized professional work equivalent to Master's Degree in the case of Engg./Technology and Ph.D Degree in case of Humanities and Science as the case may be and five years experience will also be eligible for the post of Head of Department.</p>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions	<p>Age: No</p> <p>Educational Qualification: Yes</p>
10.	Period of probation, if any	02 years for Direct Recruits
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods	Promotion failing which by Deputation (ISTC) failing both by Direct Recruitment
12.	In case of recruitment by promotion/deputation/transfer grade from which promotion/deputation/transfer is to be made	<p>Promotion: Lecturer in the scale of pay of Rs. 8000-13500 with ten years of regular service in the grade</p> <p>Note:- Where juniors who have completed their qualifying/eligibility service are being considered for promotion. Their senior would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation (ISTC):- Officers of the Central/State Govts./U.Ts recognized Polytechnics/Educational Institutions: (a) (i) Holding analogous post on regular basis in the parent cadre/department OR</p>

		<p>(ii) With 5 years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 10000-15200 or equivalent in the parent cadre/department;</p> <p>AND</p> <p>(b) Possessing the educational qualifications as prescribed for direct recruits in para 8.</p> <p>The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationist shall not be eligible for consideration for appointment for promotion.</p> <p>Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Govt. shall ordinarily not to exceed 5 years. The maximum age limit for appointment by Deputation (ISTC) shall be not exceeding 56 years as on the closing of the date of receipt of the application.</p>																								
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RECRUITMENT RULES FOR THE POST OF HEAD OF DEPARTMENT IN DR. B.R. AMBEDKAR
GOVT. POLYTECHNIC/SECOND GOVT. POLYTECHNIC, PORT BLAIR

1.	Name of the Post	Head of Department (Hotel Management)
2.	No. of Post	01(one) (Subject to variation dependent on work load)
3.	Classification	General Central Services Group "A", Gazetted, Non-Ministerial
4.	Pay Band & Grade Pay/Pay Scale	PB-4 Rs. 15600-39100 with Grade Pay of Rs. 7600/- [Rs. 1200-18300/- (Pre-Revised)]
5.	Whether selection post or Non-selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972	No
7.	Age limit for direct recruits	Not exceeding 50 years (Relaxable for Govt. Servants up to 5 years in accordance with the instructions/orders issued by the Central Govt.) Note :- The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladak Division of J & K State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep.
8.	Educational and other qualifications required for direct recruits	Essential:- First Class three years Diploma with 10+2/Degree in HMCT or equivalent with 08 years of experience in teaching/industry/research or equivalent; OR First Class four years Degree in HMCT or equivalent with seven years of experience in teaching/industry/research or equivalent; OR Master's Degree in HMCT or equivalent with first class at Master's or Bachelor's level with five years of experience in teaching/industry/research or equivalent. Note 1. Qualifications are relaxable at the discretion of the UPSC/SSC, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. Note 2. The qualification(s) regarding experience is relaxable at the discretion of the UPSC/SSC/Competent Authority, for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if any at any stage of selection of the

		<p>UPSC/SSC/Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p> <p>Note 3. Candidates from Industry/practice with first class in three years Diploma with 10+2/Degree in HMCT or equivalent and with professional work which is significant and can be recognized as equivalent to Master's Degree with eight years of experience would also be eligible</p> <p>OR</p> <p>Candidates from Industry/practice with first class in four degree in HMCT or equivalent and with professional work which is significant and can be recognized as equivalent to Master's Degree with seven years of experience would also be eligible.</p>
9.	Whether age and educational qualifications, prescribed for direct recruits will apply in the case of promotions	<p>Age: No</p> <p>Educational Qualification: Yes</p>
10.	Period of probation, if any	02 years for Direct Recruits
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the post to be filled by various methods	Promotion failing which by Deputation (ISTC) failing both by Direct Recruitment
12.	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made	<p>Promotion: Lecturer in the scale of pay of Rs. 8000-13500 with ten years of regular service in the grade</p> <p>Note:-</p> <p>Where juniors who have completed their qualifying/eligibility service are being considered for promotion. Their seniors would also be considered provided they are not short of the requisite qualifying/eligibility service by more than half of such qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying/eligibility service.</p> <p>Deputation (ISTC):-</p> <p>Officers of the Central/State Govts./U.Ts recognized Polytechnics/Educational Institutions:</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre/department;</p> <p>OR</p> <p>(ii) With 5 years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 10000-15200 or equivalent in the parent cadre/department;</p> <p>AND</p> <p>(b) Possessing the educational qualifications as prescribed for direct recruits in paras 8.</p>

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13.	If a DPC exists, what is its composition ?	<p>Group 'A' DPC (for promotion):</p> <ol style="list-style-type: none"> 1. Chairman/Member, UPSC - Chairman 2. Chief Secretary, A&N Admn. - Member 3. Secretary (Edn), A&N Admn. - Member 4. Principal, Govt. Polytechnic - Member <p>Group 'A' DPC (for confirmation):</p> <ol style="list-style-type: none"> 1. Chief Secretary, A&N Admn. - Chairman 2. Secretary (Edn), A&N Admn. - Member 3. Secretary (Law), A&N Admn. - Member 4. Principal, Govt. Polytechnic - Member
14.	Circumstances in which UPSC to be consulted in making recruitment	Consultation with the UPSC necessary for appointment to the post on each occasion
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Duties and Responsibilities of Head of Department

- Providing leadership in teaching of Diploma students.
- Organizing R&D work in industrial problems and projects.
- Departmental Administration.
- Assisting the Administration of the Institution.
- Publication of technical papers.
- Curriculum development and development of resource materials.
- Innovations in technician education and evaluation.
- Continuing education activities.
- Public relations and interaction with the community.
- Students counseling and students interaction.
- Ensuring proper upkeep and functioning of equipments/resources.